



## Economic & International Development Department

### **HISTORIC LANDMARK COMMISSION MEETING MINUTES FIRST FLOOR, COUNCIL CHAMBERS CITY 1 BUILDING, 300 N. CAMPBELL STREET JULY 25, 2016, 4:00 P.M.**

#### **Mayor**

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#### **City Manager**

Tommy Gonzalez

The El Paso Historic Landmark Commission held a public hearing in the Council Chambers, City 1 Building, 300 N. Campbell Street, July 25, 2016, 4:00 p.m.

The following commissioners were present:

Chairman William Helm

Commissioner Edgar Lopez

Commissioner Joseph Longo

Commissioner Randy Brock

Commissioner Melinda Skillern

Commissioner Charles Stapler

The following City staff members were present:

Ms. Providencia Velázquez, Historic Preservation Officer, Economic & International Development

Ms. Sol Cortez, Assistant City Attorney, City Attorney's Office

Mr. Adam Train, Planner, Historic Preservation Office, Economic & International Development

#### **CALL TO ORDER**

Chairman Helm called the meeting to order at 4:14 p.m., quorum present.

#### **PUBLIC COMMENT**

Chairman Helm asked if anyone present would like to address the Commission on issues not posted on the agenda. *There was no response.*

#### **CHANGES TO THE AGENDA**

N/A



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**1. PHAP16-00014:** 9 Sunset Heights W. 11 Ft. Of 11, City of El Paso, El Paso County, Texas  
Location: 624 W. Yandell Drive  
Historic District: Sunset Heights  
Property Owner: Andres Ruvalcaba  
Representative: Federico Rodriguez  
Representative District: 8  
Existing Zoning: R-4/H (Residential/Historic)  
Year Built: 1904  
Historic Status: Contributing  
Request: Certificate of Appropriateness for the installation of vinyl siding on the balcony and porch  
Application Filed: 6.20.16  
45 Day Expiration: 8.4.16  
*Postponed from 07.11.2016 meeting*

Ms. Velázquez gave a presentation and explained the property owner requests a Certificate of Appropriateness for the installation of vinyl siding on the balcony and porch. This request was presented to commissioners at the July 11<sup>th</sup> HLC meeting.

At that meeting, Chairman Lopez informed Mr. Federico Rodriguez, contractor, Modern Exteriors of El Paso, what he proposed would not meet the guidelines and the proposed material was not satisfactory to the historic neighborhood. Per the photos presented at the July 11<sup>th</sup> meeting, the photos showed the balcony, floor and porch roof constructed of wood in a vertical pattern. The proposal is to install vinyl over it.





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Mr. Federico Rodriguez, project manager, Modern Exteriors of El Paso, presented a sample of triple-three, a horizontal siding that is similar to what was found at the time the house was originally built. Based on the recommendations of Commissioner Lopez, Mr. Rodriguez explained the locations where the horizontal vinyl would be placed. The vinyl and metal will be one color, sand tone, to match the existing vinyl.

The Historic Preservation Office recommends **APPROVAL WITH A MODIFICATION** of the proposed scope of work based on the following recommendations:

*The Design Guidelines for El Paso's Historic Districts, Sites, and Properties recommend the following:*

- *If areas are deteriorated beyond repair they should be replaced in kind to match the original historic material compounds. Aluminum, vinyl, plywood or other synthetic sidings shall be reviewed by the HLC. However, some may be considered on an individual basis if the proposed material matches the existing historic material, all original detailing is left exposed, window and door trim are not covered, and any unique finishes are intact and not covered or damaged.*

*The Secretary of the Interior's Standards for Rehabilitation recommend the following:*

- *When the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and where possible materials.*

**THE MODIFICATION IS THAT THE EXTERIOR OF THE BALCONY BE COVERED WITH WOOD TO MATCH THE EXISTING COLOR AND PATTERN.**

Chairman Helm asked if anyone in the audience wished to speak in favor of or opposition to the request. *There was no response.*

Chairman Helm asked commissioners if they had any comments and/or questions for property owner and/or representative. *No response from commissioners.*



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### MOTION:

*Motion made by Commissioner Skillern, seconded by Commissioner Brock AND UNANIMOUSLY CARRIED TO ALLOW THE PLACEMENT OF THE NEW VINYL SIDING OF THE PORCH, HORIZONTAL, AS SUBMITTED.*

2. **PHAP16-00017:** 88 Government Hill 21 & 22, City of El Paso, El Paso County, Texas
- Location: 4422 Cumberland Avenue
- Historic District: Austin Terrace
- Property Owner: Consuelo Landa
- Representative: Consuelo Landa
- Representative District: 2
- Existing Zoning: R-4/H (Residential/Historic)
- Year Built: 1939
- Historic Status: Contributing
- Request: Certificate of Appropriateness for the replacement of the front door and the modification of the masonry opening on the rear façade to accommodate a new door
- Application Filed: 7.11.16
- 45 Day Expiration: 8.25.16

Ms. Velázquez, Historic Preservation Officer, gave a presentation and stated the applicant seeks approval of a Certificate of Appropriateness for the replacement of the front door and the modification of the masonry opening on the rear façade to accommodate a new door. This address was presented to commissioners last year when the property owner had requested new windows for the bottom floor.

For this request, the property owner is replacing the front door, made of steel and painted white. She will be modifying the rear door masonry opening to accommodate a new door. The proposed new rear door will be somewhat visible from the rear of the property.

The proposed front and rear doors are not similar to the existing doors. The proposed front door is constructed of steel and painted white; the rear door will be constructed of fiberglass with a transom window, sidelights, and masonry/stucco around the door frame. Both the existing front and rear doors are in pretty bad shape and the property owner would like to replace them.



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### FRONT DOOR



### BACK DOOR



Chairman Helm noticed the rear addition looks different than the front portion of the home.



Ms. Consuelo Landa, property owner, explained the doors are cracking and dirt and the wind come through. She bought the home as it is today; she was not living in the home at the time of the addition's construction. Ms. Landa has resided in her home for 14 years. Last year, Ms. Landa presented her request to replace 11 windows in her home. She has not contacted a contractor yet.

The Historic Preservation Office recommends **APPROVAL** of the proposed scope of work based on the following recommendations:

*The Design Guidelines for El Paso's Historic Districts, Sites, and Properties recommend the following:*

- *The size of the door or window opening should not be altered. New doors and windows should be constructed to fit into the existing opening.*
- *Retain and preserve the pattern, arrangement, and dimensions of door and window openings on principal elevations.*





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- *When repair is not feasible, door and window products will be reviewed on an individual basis using the following criteria:*
  - a. *Architectural and historical compatibility*
  - b. *Comparison to original profile*
  - c. *Level of significance of original doors and windows to the architectural style of the building.*
  - d. *Three dimensional exterior applied muntins that simulate or match the original muntins may be approved. Single dimension interior applied muntins are not appropriate.*

*The Secretary of the Interior's Standards for Rehabilitation recommend the following:*

- *When the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and where possible materials.*

Chairman Helm asked if there was anyone from the neighborhood who wished to speak concerning this item. *There were no responses.*

Chairman Helm asked commissioners if they had any comments and/or questions for the property owner and/or representative. *No response from commissioners.*

### **MOTION:**

*Motion made by Chairman Helm, seconded by Commissioner Longo AND UNANIMOUSLY CARRIED TO ACCEPT AS SUBMITTED.*

3. **PHAP16-00018:** 100 Government Hill 1 & 2, City of El Paso, El Paso County, Texas
- |                          |  |
|--------------------------|--|
| Location:                | 4600 Hastings Drive  |
| Historic District:       | Austin Terrace   |
| Property Owner:          | Carolyn Deming   |
| Representative:          | Carolyn Deming   |
| Representative District: | 2  |
| Existing Zoning:         | R-4/H (Residential/Historic)   |
| Year Built:              | 1918   |
| Historic Status:         | Contributing   |
| Request:                 | Certificate of Appropriateness for the installation of metal gates at the side property line |
| Application Filed:       | 7.11.16  |
| 45 Day Expiration:       | 8.25.16  |



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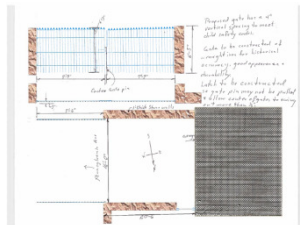
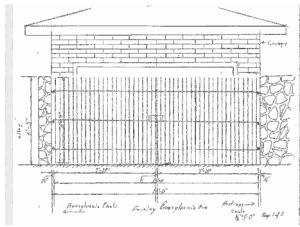
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Ms. Velázquez, Historic Preservation Officer, gave a presentation and stated the applicant seeks approval of a Certificate of Appropriateness for the installation of metal gates at the side property line. The house is located at the corner of Hastings Dr. and Pennsylvania Pl. The front of the house faces Hastings Dr., the side of the house faces Pennsylvania Pl. and the garage faces is located in the rear but not attached to the main house.



Ms. Velázquez measured the rock wall nearest the garage (parked car with cover) and it is six feet in height. The owner is proposing a very simple metal picket fence to protect the cars in the driveway. The proposed metal picket fence will be 6'-3" with a small gap, approximately 2", at the bottom. Ms. Velázquez recommended the metal picket fence be painted black.

Ms. Carolyn Deming, property owner, she was not opposed to Ms. Velázquez's suggestion that the picket fence be black in color. The fence will add security to the home and keep her dogs within their property.



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The Historic Preservation Office recommends **APPROVAL** of the proposed scope of work based on the following recommendations:

- *Introduce new fences and walls compatible in material, design, scale, location, and size with original fences and walls in the historic district.*
- *The height of the proposed fence should complement the structure and should not obstruct the public's view of the building. Any proposed fence higher than 32" solid or 48" open, measured from ground level, at front property line or a side yard property line on a corner lot, shall be reviewed by the HLC. Any proposed fence higher than 6 ft., between buildings on an interior property line or across the rear property line, shall be reviewed by the HLC.*

*The Secretary of the Interior's Standards for Rehabilitation recommend the following:*

- *New additions, exterior alterations, or related new construction will not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.*
- *New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

Chairman Helm asked if there was anyone from the neighborhood who wished to speak concerning this item. *There were no responses.*

Chairman Helm asked commissioners if they had any comments and/or questions for property owner and/or representative. *No response from commissioners.*

### **MOTION:**

*Motion made by Chairman Helm, seconded by Commissioner Stapler **AND UNANIMOUSLY CARRIED TO APPROVE.***





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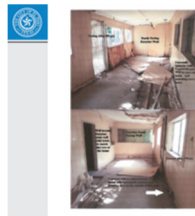
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<b>4. PHDM16-00001:</b>	112 Government Hill 4 & 5, City of El Paso, El Paso County, Texas
Location:	1519 Carlyle Place
Historic District:	Austin Terrace
Property Owner:	Diane Robertson
Representative:	Ryan Robertson
Representative District:	2
Existing Zoning:	R-4/H (Residential/Historic)
Year Built:	1953
Historic Status:	Non-Contributing
Request:	Certificate of Demolition for the demolition of a deteriorating addition on the rear façade
Application Filed:	7.11.16
45 Day Expiration:	8.25.16

Ms. Velázquez, Historic Preservation Officer, gave a presentation and stated the property owner requests a Certificate of Demolition for the demolition of a deteriorating addition on the rear façade. The property owner informed Ms. Velázquez that the small addition was most likely constructed without the proper permits. The small addition is quite dilapidated and falling apart and the property owner does not want to repair the addition.





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The property owner plans to restore the back yard as it was originally built. This addition is not worth salvaging. The property owner plans to make improvements the front of the home to include fixing up the driveway.

The property owners have documented and photographed this addition showing the poor construction and that it is not a functioning structure.

The Historic Preservation Office recommends **APPROVAL** of the proposed scope of work based on the following recommendations:

*The Design Guidelines for El Paso's Historic Districts, Sites, and Properties recommend the following:*

- *It is rarely appropriate to demolish a historic structure unless it has suffered severe and irreparable damage.*

*The Secretary of the Interior's Standards for Rehabilitation recommend the following:*

- *The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.*

Commissioner Lopez and Chairman Helm commented on the lower level of the home compared to the addition and the lack of space for the back yard.

Chairman Helm asked commissioners if they had any comments and/or questions for property owner and/or representative. *No response from commissioners.*



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Chairman Helm asked if anyone in the audience wished to speak in favor of or opposition to the request. *There was no response.*

### **MOTION:**

*Motion made by Commissioner Lopez, seconded by Commissioner Skillern AND UNANIMOUSLY CARRIED TO APPROVE AS RECOMMENDED BY STAFF.*

### **Ms. Velázquez requested items 5. and 6. be discussed simultaneously.**

5. **PHAP16-00019:** 17 Sunset Heights 20 & N 5 Ft Of 19 & S 5 Ft Of 21, City of El Paso, El Paso County, Texas
- Location: 1401 Randolph Drive
- Historic District: Sunset Heights
- Property Owner: Kahlo 1 LLC
- Representative: Raymundo Ramos
- Representative District: 8
- Existing Zoning: R-4/H (Residential/Historic)
- Year Built: 1906
- Historic Status: Contributing
- Request: Certificate of Appropriateness for the alteration of the rock wall at the rear property line after-the-fact
- Application Filed: 7.11.16
- 45 Day Expiration: 8.25.16

Ms. Velázquez, Historic Preservation Officer, gave a presentation and stated the property owner/applicant seeks approval of a Certificate of Appropriateness for the alteration of the rock wall at the rear property line after-the-fact. Per the presentation photographs, this addition was part of the property.





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The following photographs were taken after the demolition:



The property owner demolished the structure and the rear property line wall, then rebuilt the wall to a height of 6'-10". Ms. Velázquez presented the Sanborn map from 1948 which shows the structure in the rear yard. Many other homes in the area have extra structures in their rear yards, as well.

The Historic Preservation Office recommends **APPROVAL WITH A MODIFICATION** of the proposed scope of work (the alteration of the rock wall at the rear property line after-the-fact) based on the following recommendations:

*The Design Guidelines for El Paso's Historic Districts, Sites, and Properties recommend the following:*

- Retain fences and walls that contribute to the historic character of the property and the district where possible. If replacement is necessary, replace only the deteriorated element to match the original in dimension, proportion, material, texture, and detail.
- The height of the proposed fence should complement the structure and should not obstruct the public's view of the building. Any proposed fence higher than 32" solid or 48" open, measured from ground level, at front property line or a side yard property line on a corner lot, shall be reviewed by the HLC. Any proposed fence higher than 6 ft., between buildings on an interior property line or across the rear property line, shall be reviewed by the HLC.

*The Secretary of the Interior's Standards for Rehabilitation recommend the following:*

- When the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and where possible materials.

**THE MODIFICATION IS THAT THE HEIGHT OF THE WALL BE REDUCED TO SIX FEET.**

Chairman Helm asked if there was anyone from the neighborhood who wished to speak concerning this item. *There were no responses.*





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Tommy Gonzalez

## Economic & International Development Department

Chairman Helm asked commissioners if they had any comments and/or questions for property owner and/or representative. *No response from commissioners.*

<b>6. PHDM16-00002:</b>	17 Sunset Heights 20 & N 15 Ft Of 19 & S Ft Of 21, City of El Paso, El Paso County, Texas
Location:	1401 Randolph Drive
Historic District:	Sunset Heights
Property Owner:	Kahlo 1 LLC
Representative:	Raymundo Ramos
Representative District:	8
Existing Zoning:	R-4/H (Residential/Historic)
Year Built:	1906
Historic Status:	Contributing
Request:	Certificate of Demolition for the demolition of a rear yard structure after-the-fact
Application Filed:	7.11.16
45 Day Expiration:	8.25.16

Ms. Velázquez, Historic Preservation Officer, gave a presentation and stated the property owner seeks approval of a Certificate of Demolition for the demolition of a rear yard structure after-the-fact.

The Historic Preservation Office recommends ***DENIAL*** of the proposed scope of work based on the following recommendations:

*The Design Guidelines for El Paso's Historic Districts, Sites, and Properties recommend the following:*

- *Secondary buildings are structures which are detached from the primary structure. They were traditionally used as garages, stables, kitchens, caretaker cottages and privies. These structures were usually built at the same time and therefore are very important to the architectural character of the property.*
- *It is not appropriate to introduce prefabricated metal accessory structures in the historic districts.*
- *Once a property is demolished it is gone forever and can never be replaced. It is rarely appropriate to demolish a historic structure unless it has suffered severe and irreparable damage.*

Staff has no record of the structure having severe and irreparable damage, as the demolition accrued without permits or approval.

*The Secretary of the Interior's Standards for Rehabilitation recommend the following:*

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## Economic & International Development Department

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- *The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.*
- *Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.*
- *When the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and where possible materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.*

Mr. Raymundo Ramos, property owner, explained:

1. Due to damage to the roof of the original home, the insurance company would not approve the repair of the roof for the addition.
2. He tried to fix the gas line which was the catalyst of the demolition of the addition.
3. Mr. Ramos hired a contractor who did not file for the proper permits, removed the rockwall fence, built the higher wall and removed and moved the rear door to another position.

Ms. Velázquez explained to deny the demolition of the rear yard structure will permit the property owner to rebuild an assemblance of the original structure. She spoke with Zoning staff, and yes, rebuilding the structure is possible with the proper permits. Furthermore, demolishing an addition in the rear yard will set a precedent amongst the neighborhood.

Ms. Velázquez stated Zoning staff stated construction of the addition in the original place is possible; however, because it is a new structure, the design of the new structure should be presented to commissioners for approval. Per the recommendations, the structure should be constructed with masonry and a stucco exterior.

Chairman Helm noticed the door in the rear was steel and was not the original door.

Ms. Velázquez recommended commissioners include a time limit in their motion, 90 days.

Chairman Helm asked if there was anyone from the neighborhood who wished to speak concerning this item. *There were no responses.*

Chairman Helm asked commissioners if they had any comments and/or questions for property owner and/or representative. *No response from commissioners.*

### **MOTION:**

*Motion made by Chairman Helm, seconded by Commissioner Lopez AND UNANIMOUSLY CARRIED TO APPROVE THE CERTIFICATE OF APPROPRIATENESS WITH MODIFICATIONS SUGGESTED BY STAFF AND WITH THE ADDITIONAL*

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***MODIFICATION THAT A GATE BE INSTALLED THAT IS NOT SOLID AND THAT MATCHES THE HEIGHT OR LESS THAN THE HEIGHT OF THE MODIFIED WALL TO 6 FEET WITH A CROWN.***

#### **MOTION:**

***Motion made by Commissioner Stapler, seconded by Commissioner Brock AND UNANIMOUSLY CARRIED TO RECONSIDER THE PREVIOUS MOTION.***

#### **AMENDED MOTION:**

***Motion made by Chairman Helm, seconded by Commissioner Skillern AND UNANIMOUSLY CARRIED TO APPROVE WITH STAFF MODIFICATIONS AND ADDITIONAL MODIFICATION OF REPLACING THE GATE TO 6 FEET OF THE TOP OF THE CROWN OF THE WALL AND THE GATE TO BE 6 FEET TALL OR LESS AND ALL TO BE COMPLETED WITHIN THE TIMELINE OF 90 DAYS OR LESS.***

Ms. Sol Cortez, Department of the City Attorney, read a portion of the code (Title 20.20) into the record explaining the possible penalties for demolition without a permit and rebuilding of the structure.

*20.20.140 - Penalty for demolition or alteration without a permit.*

*C. If the structural, physical or visual integrity of the historic landmark is adversely affected to the extent that it may not feasibly be substantially restored to its original level of historic significance, damages are equal to the cost of constructing, using as many of the original materials as possible, a new structure that is a reasonable facsimile of the historic landmark as well as the cost of attorney's, architect's and appraiser's fees and other costs related to the enforcement of this section. If it is feasible to restore the structural, physical or visual integrity of the historic landmark substantially to its former level, the damages are equal to the cost of the restoration, using as many of the original materials as possible and the cost of attorney's, architect's and appraiser's fees and other costs related to the enforcement of this section.*

Commissioner Stapler suggested the timeline of 180 days to decide whether to pay the demolition costs or pay for the construction of the structure within a reasonable time using as many of the original materials as possible.

Ms. Velázquez suggested postponing items 5. and 6. to the next meeting, August 8<sup>th</sup> so the applicant can come back with an estimate. Ms. Cortez stated it is up to the commission to accept what damages are appropriate, whether monetary or the reconstruction.

#### **MOTION:**

***Motion made by Chairman Helm, seconded by Commissioner Skillern TO DENY THE CERTIFICATE OF DEMOLITION AFTER-THE-FACT AND TO ASK THE APPLICANT TO RETURN TO THE HLC EITHER AT THE NEXT SESSION OR WITHIN THIRTY DAYS***

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*District 6*  
Claudia Ordaz

*District 7*  
Lily Limón

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Cortney C. Niland

**City Manager**  
Tommy Gonzalez

## Economic & International Development Department

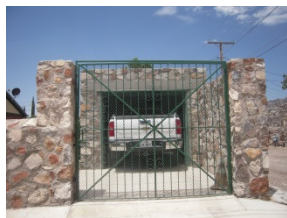
***WITH AN ESTIMATE IN HAND TO RECONSTRUCT THE DEMOLISHED STRUCTURE AND THE APPLICANT'S PREFERENCE TO EITHER RECONSTRUCT OR BE FINED.***

**7. PHAP16-00020:** 77 Government Hill 15 & 16, City of El Paso, El Paso County, Texas

Location: 4331 Chester Drive  
Historic District: Austin Terrace  
Property Owner: Ana M. Benitez  
Representative: Victor Carreon  
Representative District: 2  
Existing Zoning: R-4/H (Residential/Historic)  
Year Built: 1906  
Historic Status: Contributing  
Request: Certificate of Appropriateness for the construction of an addition to the garage

Application Filed: 7.11.16  
45 Day Expiration: 8.25.16

The property is located on the corner and the addition to the garage will be visible from the right-of-way. The addition is an extension of the garage to accommodate the owner's truck.



The Historic Preservation Office recommends **APPROVAL** of the proposed scope of work based on the following recommendations:

*The Design Guidelines for El Paso's Historic Districts, Sites, and Properties recommend the following:*

- Any new addition should be planned so that it is constructed to the rear of the property or on a non-character defining elevation and is minimally visible from the public right of way.
- Introduce additions in locations that are not visible from the street-generally on rear elevations.
- Locate additions carefully so they do not damage or conceal significant building features or details.
- It is not appropriate to introduce an addition if it requires the removal of character-defining building features such as patios, mature vegetation or a detached structure.
- Design an addition so it is compatible in roof form, proportions, materials and details with the existing structure.

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- *Design new buildings and their features to be compatible in scale, materials, proportions and details with existing historic structures.*
- *Design an addition so that if removed in the future, the historic building's form and character defining features are not obscured, damaged, or destroyed.*

*The Secretary of the Interior's Standards for Rehabilitation recommend the following:*

- *New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.*
- *New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

Chairman Helm asked if there was anyone from the neighborhood who wished to speak concerning this item. *There were no responses.*

Chairman Helm asked commissioners if they had any comments and/or questions for property owner and/or representative. *No response from commissioners.*

### **MOTION:**

*Motion made by Chairman Helm, seconded by Commissioner Lopez AND UNANIMOUSLY CARRIED TO APPROVE AS SUBMITTED.*

8. Addresses of property HLC commissioners have requested that HLC staff review or investigate and provide a report to the HLC. If no addresses are submitted in advance and listed under this agenda item, commissioners may announce such addresses under this agenda item. Discussion on property announced at this meeting will take place during the next regularly scheduled meeting. July 25<sup>th</sup>, 2016 deadline for HLC members to request for agenda items to be scheduled for the August 8<sup>th</sup>, 2016 meeting. August 8<sup>th</sup>, 2016 deadline for HLC members to request for agenda items to be scheduled for the August 22<sup>nd</sup>, 2016 meeting.

*No address requests from commissioners.*

### **HLC Staff Report**

9. Update on Administrative Review Cases since last HLC meeting for the properties listed on the attachment posted with this agenda. (See Attachment "A.")

*No comment from commissioners.*

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### **MOTION:**

*Motion made by Chairman Helm, seconded by Commissioner Skillern AND UNANIMOUSLY CARRIED TO APPROVE THE ADMINISTRATIVE REVIEW.*

### **Other Business – Discussion and Action**

#### **10. Discussion on revisions to the ordinance (Chapter 20.20)**

*Discussion postponed to August 15<sup>th</sup>, 2016 as a Special HLC meeting.*

#### **11. Approval of Regular Meeting Minutes for July 11<sup>th</sup>, 2016**

Chairman Helm asked commissioners if they had any additions, corrections, and/or revisions. *There were none.*

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### **MOTION:**

*Motion made by Commissioner Brock, seconded by Commissioner Skillern AND UNANIMOUSLY CARRIED TO APPROVE THE REGULAR MEETING MINUTES FOR JULY 11<sup>th</sup>, 2016 AT 5:43 P.M.*

### **MOTION:**

*Motion made by Chairman Helm, seconded by Commissioner Brock AND UNANIMOUSLY CARRIED TO ADJOURN.*